



Board of Commissioners

606 5th Ave. SW, Room #131

Roseau, MN 56751

Phone: 218-463-4248

Fax: 218-463-3252

AGENDA
Tuesday, April 6, 2010 8:30 a.m.

Notice is hereby given that the Board of Commissioners of Roseau County will meet in session on April 6, 2010 at 8:30 am in the Roseau County Courthouse, Room 110, Roseau, MN, at which time the following matters will come before the Board:

8:30 Call to Order

1. Presentation of Colors
2. Approve Agenda

8:35 Comments and Announcements

8:45 Consent Agenda

1. Approve Proceedings
2. Adopt Roseau County Comprehensive Local Water Management Plan
3. Approve Roseau County Trailblazers 3rd Benchmark
4. Acknowledge Alan Johnston's Participation on the Complete Streets Advisory Group

COMMITTEE OF THE WHOLE MEETING
AGENDA

9:00 Sheriff's Office

1. Discuss Core Functions and Staffing Priorities

10:00 Red River Valley Development Association and Roseau County Fair – Buddy Erickson

1. 2009 Roseau County Fair Recap and 2010 Fair Planning Update
2. Red River Valley Development Association Update

10:15 Break

10:30 MN Department of Corrections Supervisor Mark Bloomquist

1. Program Update
2. DOC Legislative Changes and Concerns

11:25 Future Agenda Items

11:30 Adjourn

To schedule an appointment with the Board, please contact the County Coordinator at 218-463-4248

County Coordinator's e-mail address: trish.klein@co.roseau.mn.us

Roseau County Home Page Address: <http://www.co.roseau.mn.us/>

District 1, Alan Johnston, Chair - District 2, Jack Swanson -
District 3, Roger Falk - District 4, Russell Walker - District 5, Mark Foldesi, Vice-Chair

An Equal Opportunity Employer

ITEM # Consent 1

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Apr 6 2010
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***Subject Title (As it will appear on the agenda):**
Approve Proceedings from the March 30, 2010 Board Meeting

***Background (Provide sufficient detail of the subject):**
Attached are proceedings from the March 30, 2010 Board Meeting. Please review carefully and advise of any changes.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:
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Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result	
			Yes	No	Abstain		
Swanson						Passed	
Johnston							
Foldesi						Failed	
Falk							
Walker						Tabled	

ATTEST: Teresa Klein, Board Clerk

PROCEEDINGS OF THE ROSEAU COUNTY BOARD OF COMMISSIONERS

March 30, 2010

The Board of Commissioners of Roseau County, Minnesota met in the Courthouse in the City of Roseau, Minnesota on Tuesday, March 30, 2010 at 8:30 a.m.

CALL TO ORDER

The meeting was called to order at 8:30 a.m. by County Board Chairman Alan Johnston. The Pledge of Allegiance was recited. Commissioners present were Roger Falk, Mark Foldesi, Alan Johnston, Jack Swanson and Russell Walker.

APPROVAL OF AGENDA

Approval of the Keith Block Soil Verification contract was added to the consent agenda. Approval of an application for the Northwest Minnesota Foundation Renewable Energy and Energy Conservation Grant was moved from consent to Discussion. Recovery Zone Bonds was added to discussion. A motion to approve the agenda was made by Commissioner Walker, seconded by Commissioner Falk and carried unanimously.

CONSENT AGENDA

A motion to adopt the Consent Agenda was made by Commissioner Swanson, seconded by Commissioner Walker and carried unanimously.

The Board, by adoption of its Consent Agenda, approved the Proceedings from the March 16, 2010 Board meeting.

The Board, by adoption of its Consent Agenda, approved an amendment to the Quin Community Joint Powers Agreement allowing an alternate to serve on this committee.

Commissioner Johnston requested the approval of filling the vacated Financial Worker position in Social Services be discussed after completion of the Consent Agenda.

The Board, by adoption of its Consent Agenda, approved a Joint Powers Agreement with the State of Minnesota for the I-Mobile System.

The Board, by adoption of its Consent Agenda, accepted the Board of Water and Soil Resources Natural Resources Grant in the amount of \$9,931.00.

The Board, by adoption of its Consent Agenda, approved a contract with Keith Block to perform Subsurface Sewage Treatment System soil verification from January 1, 2010 through December 31, 2010.

The Board, by adoption of its Consent Agenda, approved the following bills for payment:

WARRANTS APPROVED FOR PAYMENT 3/18/2010

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
304.12	CONNIE BUEGLER	419.62	TAMMY BUEGLER
946.99	DOUGS SUPERMARKET - WARROAD	4308.52	LAURE JOHNSON
2238.00	MN DEPT OF FINANCE-TREAS	2631.86	MN ENERGY RESOURCES

22964.25 NW REGIONAL LIBRARY
1367.50 TOWN OF HEREIM
304.21 WARROAD TOWNHOMES

983.80 ROSEAU ROOFING & REMODELING
392.76 WARROAD POST OFFICE

9 PAYMENTS LESS THAN \$300 2,179.82

FINAL TOTAL..... \$39,041.45 ****

WARRANTS APPROVED FOR PAYMENT 3/25/2010

AMOUNT VENDOR NAME

525.07 CANON FINANCIAL SERVICES INC
1662.68 CENEX CREDIT CARDS
3197.12 NATIONWIDE RETIREMENT SOLUTION
30577.05 ROSEAU CO TRAILBLAZERS
9219.28 SELECT ACCOUNT-VEBA

AMOUNT VENDOR NAME

2761.48 CAPITAL GUARDIAN TRUST CO
706.96 MN CHILD SUPPORT PAYMENT CENTE
20000.00 NW MN MENTORING PROGRAM
395.93 ROSEAU ELECTRIC COOP INC

4 PAYMENTS LESS THAN \$300 225.39

FINAL TOTAL..... \$69,270.96 ****

WARRANTS APPROVED ON 3/30/2010 FOR PAYMENT 4/02/2010

AMOUNT VENDOR NAME

1394.93 AMERICAN COMMUNICATION SYSTEMS
7232.40 AVIANDS LLC
329.00 DEATONS MAILING SYSTEMS INC
561.10 TONY DORN INC
888.68 GRAINGER INC
1250.52 HASLER INC
508.00 ALAN JOHNSTON
500.00 M.B MCGEE P.A.
400.00 NORTH COUNTRY WEBSITES
612.50 POSTMASTER
4200.00 RAMSEY CO MEDICAL EXAMINER
389.00 REGIONS HOSPITAL
9700.00 ROSEAU CO TREASURER
1620.00 SIMPLEX GRINNELL LP
831.00 RUSSELL WALKER

AMOUNT VENDOR NAME

997.31 AMERICAN SOLUTIONS FOR BUSINES
602.76 CDW GOVERNMENT INC
546.45 DELL MARKETING LP
2273.60 FLEET SERVICES DIVISION
510.32 GREENBUSH CITY
1044.32 HILLYARD HUTCHINSON
1893.04 LIFECARE MEDICAL CENTER
999.00 MIDWEST MONITORING & SURVEILLA
910.00 PB ELECTRONICS INC
809.41 QUILL CORPORATION
433.00 RATWIK, ROSZAK & MALONEY, PA
490.00 RICE FARMS INC
999.00 SHORT ELLIOT HENDRICKSON INC
810.00 TOWN OF MALUNG

15 PAYMENTS LESS THAN \$300 1,230.46

FINAL TOTAL..... \$44,965.80 ****

The Board discussed filling the vacated Financial Worker position in Social Services. A motion to approve filling this position was made by Commissioner Swanson, seconded by Commissioner Walker and carried by a 4-1 vote with Commissioners Falk, Johnston, Swanson and Walker in favor and Commissioner Foldesi opposed.

Terry Sizemore and Buck Bue from the Roseau County Trailblazers met with the Board to review sponsor and snowmobile trail club grant-in-aid responsibilities and address a trail complaint and the monitoring report. The Board discussed attendance at the MnUSA Grant in Aid meeting on April 10, 2010. Commissioner Swanson suggested adding attendance to the Grant in Aid Meeting to the April 6, 2010 agenda. The Board discussed the possible Trailblazer purchase of rail bank property between Roseau and Warroad. The Trailblazers have received a purchase amount and have counter offered. They are waiting for a response on the counter offer.

Chair Johnston recessed the meeting at 9:50 a.m. The Board reconvened at 10:00 a.m.

HIGHWAY DEPARTMENT ENGINEERS REPORT

Ditch Attorney Kurt Dieter met with the Board to give an update of legislative changes to ditch law and to advise the Board on the latest request by Joe Lauren to petition

into SD #69. Ditch records retrieved from the Minnesota State Historical society show a possible project on the system around 1957. However, there is no mention of a petition or any record of Board action in Board proceedings. Mr. Deter will further research this matter and provide various options to the Board in writing.

Highway Engineer Brian Ketring presented the Board with a Gravel Purchase Contract for their approval. A motion was made by Commissioner Foldesi, seconded by Commissioner Falk and carried unanimously to adopt the following resolution:

2010-03-07

BE IT RESOLVED, that the Board does hereby award a contract to Delores Lorensen for the purchase of gravel from January 1, 2009 through January 1, 2011 at a rate of \$0.95 per cubic yard and from January 1, 2011 through January 1, 2014 at a rate of \$1.00 per cubic yard.

SHERIFF'S OFFICE

Chief Deputy Terry Bandemer and Captain Tobi Eidsmoe met with the Board to discuss filling a vacated deputy position and part-time deputy positions. The Board requested this discussion be tabled and asked that Sheriff's Department administration appear before the Board on April 6, 2010 during the Committee of the Whole meeting and discuss staffing as part of a larger law enforcement core function conversation.

Deputy Bandemer and Captain Eidsmoe also requested the Board authorize Stonegarden shifts for exempt employees. A motion was made by Commissioner Swanson, seconded by Commissioner Falk and carried by a 4-1 vote with Commissioners Falk, Johnston, Swanson and Walker in favor and Commissioner Foldesi opposed to adopt the following resolution:

2010-03-08

WHEREAS, the federal government has ordered increased security on our border through collaborative efforts with local law enforcement; and

WHEREAS, Roseau County is the recipient of a Stonegarden Grant to carry out this directive; and

WHEREAS, there is a limited number of local law enforcement personnel to provide this additional cover; and

WHEREAS, the Department of Homeland Security requires that hours of service be reported and reimbursed on an hourly basis.

THEREFORE BE IT RESOLVED, that the Roseau County Chief Deputy and Captain shall be authorized for overtime compensation at time and one half for hours worked for this particular extra duty.

Chief Deputy Bandemer requested the Board accept the Minnesota Office of Traffic Safety, Safe and Sober Grant for the May Mobilization project in the amount of \$3,000. A motion to approve Minnesota Office of Traffic Safety, Safe and Sober Grant for the May

Mobilization project was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously.

COMMITTEE REPORTS

Commissioner Falk reported on the following committee meetings: Minnesota Rural Counties Caucus, 3/23/10; Association of Minnesota Annual Legislative Conference: 3/24-25, 2010.

Commissioner Foldesi had no meetings to report.

Commissioner Johnston reported on the following committee meetings: AMC Legislative Steering Committee, 3/19/10; Minnesota Rural Counties Caucus, 3/23/10; Association of Minnesota Counties Legislative Conference, 3/24-25, 2010.

Commissioner Swanson reported on the following committee meetings: Bovine TB Task Force meeting, 3/16/10; Minnesota Rural Counties Caucus, 3/23/10; AMC Legislative Conference, 3/24-25, 2010.

Commissioner Walker reported on the following committee meetings: DNR/TB Meeting in St. Paul, 3/23/10; Association of MN Counties, 3/24-25, 2010.

Commissioner Foldesi was excused from the meeting.

DISCUSSION

Representative Dave Olin met with the Board to provide a session update.

Dave Grafstrom met with the Board to discuss deer management suggestions put forward by the Bovine TB Stakeholder group. The Board directed the Coordinator to work with Dave Grafstrom to draft a resolution capturing the recommendations to be sent to the MN DNR and other county boards in the TB Management Zone.

The Board discussed a Northwest Minnesota Foundation Renewable Energy and Energy Conservation Grant. The Board decided not to pursue this grant at this time.

The Board discussed the Northwest Regional Radio Board Joint Powers Agreement amendment to change the fiscal agent selection language. A motion was made by Commissioner Swanson, seconded by Commissioner Falk and carried unanimously to adopt the following resolution:

2010-03-09

WHEREAS, Roseau County is a participating member of the Northwest Regional Radio Board, a Joint Powers Entity formed pursuant to Minnesota Statutes 403.39 and 471.59; and

WHEREAS, a Joint Powers Agreement creating the Northwest Regional Radio Board was approved by the fourteen counties and one city comprising the Board, including Roseau County; and

WHEREAS, the current Joint Powers Agreement provides, in more than location, reference to Greater Northwest EMS serving as the Northwest Regional Radio Board Administrative Agent; and

WHEREAS, Greater Northwest EMS is no longer willing to serve as the Northwest Regional Radio Board Administrative Agent; and

WHEREAS, modification of the assignment of an Administrative Agent currently requires modification of the Joint Powers Agreement; and

WHEREAS, the Northwest Regional Radio Board recommends modification of the Joint Powers Agreement governing the Northwest Regional Radio Board to vest selection of the Administrative Agent in the Northwest Regional Radio Board.

NOW THEREFORE, BE IT RESOLVED the Roseau Board of Commissioners approves the modifications to the Joint Powers Agreement recommended by the Northwest Regional Radio Board and attached hereto; and be it further

BE IT FUTHER RESOLVED that Roseau County Board Chair is hereby authorized to execute the required addendum to the existing Joint Powers Agreement to implement the authorized modifications.

Upon motion carried, the Board adjourned the regular meeting at 2:15 p.m. The next regular meeting of the Board is scheduled for April 6, 2010 at 8:30 a.m.

Attest:

Date: _____

Teresa Klein, Board Clerk
Roseau County, Minnesota

Alan Johnston, Chair
Board of County Commissioners
Roseau County, Minnesota

ITEM # Consent 2

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Apr 6 2010
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***Subject Title (As it will appear on the agenda):**
Adopt Roseau County Comprehensive Local Water Management Plan

***Background (Provide sufficient detail of the subject):**
The Roseau County Local Water Plan Has now been reviewed and approved by the Board of Water & Soil Resources and may now be formally approved by the Roseau County Board and implemented. See attached resolution and BWSR notice.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:
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Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result
			Yes	No	Abstain	
Swanson						Passed
Johnston						
Foldesi						Failed
Falk						
Walker						Tabled

ATTEST: Teresa Klein, Board Clerk



Board of Commissioners

606 5th Ave. SW, Room #131
Roseau, MN 56751
Phone: 218-463-4248
Fax: 218-463-3252

**Adoption and Implementation
After BWSR Approval**

WHEREAS, the Roseau County Board of Commissioners has been notified by the Minnesota Board of Water and Soil Resources that the Roseau County Comprehensive Local Water Management Plan has been approved according to Minnesota Statutes Chapter 103B.301:

NOW, THEREFORE BE IT RESOLVED, the Roseau County Board Commissioners hereby adopts and will begin implementation of its approved comprehensive water plan.

BE IT FURTHER RESOLVED, after the adoption of the local comprehensive water management plan, the Roseau County Board shall amend existing water and related land resources plans and official controls as necessary to conform them to the applicable and approved comprehensive water plan.

BE IT FURTHER RESOLVED, after the adoption of the local comprehensive water management plan, Roseau County shall notify local units of government within the County of the adoption of the plan or amendments to the plan. The local units of government are required to submit existing water and related land resources plans and official controls within 90 days to the County Board for review.

BE IT FURTHER RESOLVED, Within 180 days, the Roseau County Board shall review the submitted plans and official controls and identify any inconsistencies between the local plans and official controls, and local comprehensive water management plan. The Roseau County Board shall specify applicable and necessary measures to bring the local plans and official controls into conformance with the local comprehensive water management plan.

BE IT FURTHER RESOLVED, if a local unit of government disagrees with any changes to its plan, the local unit has 60 days after receiving the county's recommendations to appeal the recommendations to the Board of Water and Soil Resources.

BE IT FURTHER RESOLVED, after receiving the recommendations of the Roseau County Board, or a resolution of an appeal, a local unit of government has 180 days to initiate revisions to its plan or official controls. The new or revised plans and official controls must be submitted to the Roseau County Board for review and recommendations.

STATE OF MINNESOTA)
) ss
COUNTY OF ROSEAU)

I, Teresa Klein, Board Clerk in and for Roseau County, Minnesota, do hereby certify that the foregoing is a true and correct copy of a part of the proceedings adopted by the Roseau County Board of Commissioners on April 6, 2010.

(SEAL)

Teresa Klein



March 24, 2010

Roseau County Commissioners
C/O Janine Lovold, Roseau Soil and Water Conservation District
502 7th St SW, Ste 8
Roseau, MN 56751

Dear Roseau County Commissioners:

The Minnesota Board of Water and Soil Resources (BWSR) is pleased to inform you that it has approved Roseau County's revised Local Water Management Plan at its regular meeting held on March 24, 2010. Attached is a signed Findings of Fact, Conclusion, and Order that documents approval of the plan and indicates it meets all relevant requirements of law and rule. This update of the Roseau County Local Water Management Plan is effective for a ten-year period until March 24, 2020, with Goals, Objectives, and Action Items being amended prior to March 24, 2015.

The County must adopt and begin implementing the plan within 120 days (1990, M.S. 103B.08, Subd. 6, Adoption and Implementation). An example of a resolution adopting the plan can be found on BWSR's website at:

<http://www.bwsr.state.mn.us/watermgmt/guidance/Adoption.doc>

Upon adoption, please forward the resolution to your Board Conservationist.

The Roseau Soil and Water Conservation District staff and water plan advisory members are to be commended for writing a plan that clearly presents the water management goals, actions and priorities. With continued implementation of your water plan, the protection and management of Roseau County's water resources will be greatly enhanced. The BWSR looks forward to working with you as you implement this Plan and document its outcomes.

Sincerely,


Randy Kramer
Chair

cc: Ron Shelito, North Region Supervisor
Chad Severts, Board Conservationist

<i>Bemidji</i>	<i>Brainerd</i>	<i>Duluth</i>	<i>Fergus Falls</i>	<i>Marshall</i>	<i>Mankato</i>	<i>New Ulm</i>	<i>Rochester</i>
701 Minnesota Ave., Suite 234 Bemidji, MN 56601 (218) 333-8024	1601 Minnesota Drive Brainerd, MN 56401 (218) 828-2383	394 South Lake Ave., Room 403 Duluth, MN 55802 (218) 723-4752	1004 Frontier Drive Fergus Falls, MN 56537-2505 (218) 736-5445	1400 East Lyon St., Box 267 Marshall, MN 56258 (507) 537-6060	1160 Victory Drive S., Suite 5 Mankato, MN 56001-5358 (507) 389-1967	261 Highway 15 South New Ulm, MN 56073 (507) 359-6074	2300 Silver Creek Rd N.E. Rochester, MN 55906 (507) 206-2889

Central Office / Metro Office 520 Lafayette Road North Saint Paul, MN 55155 Phone: (651) 296-3767 Fax: (651) 297-5615

www.bwsr.state.mn.us TTY (800) 627-3529 An equal opportunity employer

Minnesota Board of Water and Soil Resources
520 Lafayette Road North
St. Paul, Minnesota 55155

In the Matter of Reviewing the Local Water Management Plan Update
for Roseau County (Minnesota Statutes, Section 103B.311,
Subdivision 4 and Section 103B.315, Subdivision 5.)

ORDER
APPROVING
LOCAL
WATER MANAGEMENT
PLAN UPDATE

Whereas, the Roseau County Board of Commissioners submitted a Local Water Management Plan Update (Plan Update) to the Board on October 30, 2009, pursuant to M.S. Section 103B.315, Subd. 5, and

Whereas, the Board has completed its review of the Plan Update;

Now Therefore, the Board hereby makes the following Findings of Fact, Conclusions, and Order:

FINDINGS OF FACT

- 1) On February 5, 2009, the Minnesota Board of Water and Soil Resources received a Priority Concerns Scoping Document from Roseau County, pursuant to M.S. Section 103B.312.
- 2) On March 27, 2009, the Board of Water and Soil Resources approved official comments on the Roseau County Priority Concerns Scoping Document, which were mailed to the county on March 27, 2009.
- 3) The priority concerns, in no particular order of importance, the local water management plan addresses include:
 - Erosion & Sedimentation of Surface Waters, Stormwater Runoff and Wetlands
 - Flood Control and Flood Damage Reduction
 - Surface Water Quality Improvement and Protection
 - Managing Existing Ditch Systems
 - Groundwater Protection and Quality
- 4) On October 30, 2009, the BWSR received the Roseau County Plan Update, a record of the public hearing, and copies of all written comments pertaining to the plan update to the Board for final State review pursuant to M.S. Section 103B.315, Subd. 5.
- 5) On February 10, 2009, the regional Water Planning Committee of the board reviewed the recommendation of the state review agencies regarding final approval of the Roseau County Plan Update. Recommendations of the state review agencies were:
 - A) Minnesota Department of Agriculture: no recommendation received;
 - B) Minnesota Department of Health: recommends approval;
 - C) Minnesota Department of Natural Resources: recommends approval;
 - D) Minnesota Pollution Control Agency: recommends approval;
 - E) Minnesota Environmental Quality Board: no recommendation received;

- F) Minnesota Board of Water and Soil Resources regional staff recommends approval;
 - G) Board Water Plan Review Committee Meeting recommends approval.
- 6) This update will be in effect for a ten-year period until March 24, 2020; with Goals, Objectives, Action Items amended by March 24, 2015.

CONCLUSIONS

1. All relevant requirements of law have been fulfilled. The Board has proper jurisdiction in the matter of approving a Local Water Management Plan Update of Roseau County pursuant to Minnesota Statutes, 103B.315, Subd. 5.
2. The Roseau County Plan Update attached to this Order states water and water-related problems within the county; possible solutions; general goals, objectives, and actions of the county; and an implementation program. The attached Plan Update is in conformance with the requirements of M.S. Section 103B.301.

ORDER

The Board hereby approves the attached update of the Roseau County Local Water Management Plan through March 24, 2020; with Goals, Objectives, and Action Items being amended prior to March 24, 2015.

Dated at St Paul, Minnesota, this twenty-fourth day of March, 2010.

MINNESOTA BOARD OF WATER AND SOIL RESOURCES



BY: Randy Kramer, Chair

ITEM # Consent 3

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Apr 6 2010
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***Subject Title (As it will appear on the agenda):**
Approve Roseau County Trailblazers 3rd Benchmark

***Background (Provide sufficient detail of the subject):**
The Roseau County Trailblazers are requesting approval of the 3rd Certificate of Satisfactory Grooming 3rd Benchmark for Pelan and BISF #1 Trails. Funding requested is \$30,577.05.

***Financial Consideration:**
Documentation of Expenditures

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:
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Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result	
			Yes	No	Abstain		
Swanson						Passed	
Johnston							
Foldesi						Failed	
Falk							
Walker						Tabled	

ATTEST: Teresa Klein, Board Clerk

SNOWMOBILE TRAILS ASSISTANCE PROGRAM MAINTENANCE AND GROOMING

Certification of Satisfactory Grooming

2nd Benchmark – Due By February 15th

 3rd Benchmark – Due By April 15th

Trail Name: Pelan Trail/Roseau Trailblazers/BISF#1

Club/Organization Name: Roseau County Trailblazers, Inc.

Sponsor Name (Local Unit of Government): Roseau County

By signing this form, the Sponsor certifies that the above snowmobile trail has been satisfactorily groomed

_____ from opening day through January 15th; or

_____ from January 16th through the end of the season or April 1st.

Sponsor Signature: _____

Sponsor Title: Board Chair

Date: _____

Is there any reason why the Department of Natural Resources should withhold any part of this payment? YES _____ NO _____

If yes, please elaborate-

Amount Requested \$ 30,577.05 (Up to 25% of the original contract.)

Department Use Only

THIS INVOICE APPROVED FOR PAYMENT BY:

Area Trails & Waterways Supervisor	Date	FY	Amount
		10	\$30,577.05

<input type="checkbox"/> Partial	CFMS Number B32981	Signature
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Invoice Number (Circle One)

Benchmark 2

 Benchmark 3

ITEM # Consent 4

REQUEST FOR BOARD ACTION

* Required Fields



*Person Responsible for Request Klein, Trish	*Department Coordinator	*Board Meeting Date Apr 6 2010
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***Subject Title (As it will appear on the agenda):**
Acknowledge Alan Johnston's Participation on the Complete Streets Advisory Group

***Background (Provide sufficient detail of the subject):**
Commissioner Johnston has been asked by AMC to serve as a representative on the Complete Streets Advisory Group. See attached letter from MN Dept of Transportation regarding the request and scope of work of the advisory group.

***Financial Consideration:**

***Legal Consideration:**

***Other Consideration:**

***Resolution (Wording should reflect the intent of the Board vote):**

Coordinator's Office Use (Do Not Write Below)

Date Received:	Comments:
-----------------------	------------------

Board Action:

Comm.	Motion (First)	Motion (Second)	Vote			Vote Result	
			Yes	No	Abstain		
Swanson						Passed	
Johnston							
Foldesi						Failed	
Falk							
Walker						Tabled	

ATTEST: Teresa Klein, Board Clerk



Minnesota Department of Transportation

395 John Ireland Boulevard
Saint Paul, MN 55155

March 10, 2010

Jim Mulder, Executive Director
Association of Minnesota Counties
125 Charles Avenue
St. Paul, MN 55103

RE: Request for Representation on Complete Streets Advisory Group

Dear Jim,

In 2008, the State Legislature passed a bill requiring Mn/DOT to complete a study on implementing "Complete Streets" in Minnesota. A diverse Advisory Committee and Technical Advisory Panel worked through September of 2009 to develop a report that was accepted and delivered to the Legislature in December 2009. Mn/DOT is committed to partner with a broad partnership including state agencies and local governments to build on existing Context Sensitive Solution practices and develop and implement a Mn/DOT Complete Streets policy.

I would like to invite two members of your association (one metro and one outstate) to assist in our endeavor to transition our department. The commitment may be no more than 2 times per year, or up to 4 meetings total. The first meeting is anticipated to occur in summer 2010.

If your association would like to participate, please provide the name of your representative, phone number, email address and mailing address to:

Julie Skallman, Mn/DOT State Aid Engineer, julie.skallman@state.mn.us or call (651) 366-4831.

If your association cannot or prefers not to participate, please let Julie know as well.

You may view the Final Report online at: <http://www.dot.state.mn.us/planning/completestreets/>

Sincerely,

Thomas K. Sorel
Commissioner
Minnesota Department of Transportation

cc: Ryan O'Connor

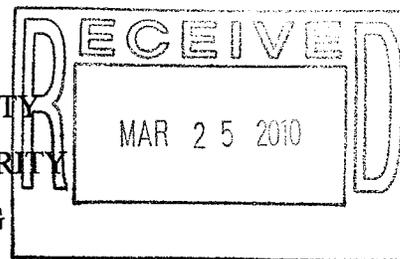
An Equal Opportunity Employer



INFORMATION ONLY

RECEIVED

MAR 25 2010



NORTHWEST MINNESOTA MULTI-COUNTY
HOUSING AND REDEVELOPMENT AUTHORITY
COMMISSIONERS REGULAR MEETING

SUMMERFIELD PLACE SENIOR APARTMENTS, THIEF RIVER FALLS, MN

JANUARY 20, 2010

The regular meeting of the Commissioners of the Northwest Minnesota Multi-County Housing and Redevelopment Authority was called to order by Chairman Johnson at 9:30 a.m. on January 20, 2010 at the Summerfield Place Senior Apartments in Thief River Falls, Minnesota.

Commissioners present:

- Elden Johnson, Kittson County
- Sally Gentry, Marshall County
- Kermit Genereux, Pennington County
- Mark Finstad, Polk County
- Brent Strand, Red Lake County

Commissioners absent:

- Brian Hardwick, Roseau County

Staff members present:

- Lee Meier, Executive Director
- John Scheving, Housing Director
- Heather Harbott, Financial Manager
- Melinda Larson, Administrative Assistant

Guest: None

Commissioner Johnson introduced and welcomed Mark Finstad to the HRA board. Mr. Finstad will serve as a board member representing Polk County.

M/Commissioner Genereux, S/Commissioner Strand, motion passed by unanimous vote that the minutes of the November 18, 2009 meeting be approved as mailed.

M/Commissioner Gentry, S/Commissioner Genereux, motion passed by unanimous vote that the following checks be referred to audit.

Section 8	Ck. # 65064 through 65432	\$345,432.60
General	Ck. # 15644 through 15853	\$432,479.58
CHDO	Ck. # 1933 through 1941	\$ 2,304.08

Commissioner Finstad asked questions pertaining to the financial report. Lee Meier explained the process used for abstracting of checks and referral to audit. A brief explanation of the CHDO program was also given.

January 11, 2010

Director's report: Lee Meier

Hope everyone had time to enjoy the warm weather and snow over Christmas. What a beautiful site and allowing us the chance to relax and concentrate on the true blessing of Christmas. Especially if we were where we wanted to be and the family was with us.

In a few days the final applications will be submitted to the MN Department of Employment and Economic Development for their review. Hopefully they will be funded in April 2010. The 3 applications submitted are for the Cities of McIntosh/Erskine, Winger and Norman County. The applications included housing rehab, commercial rehab and water treatment activities. I believe the communities have a great chance of funding this year.

The HRA operates 103 public housing units consisting of 79 multifamily apartments located in 5 communities and 24 3-bedroom homes scattered in 10 cities. Recently the HRA received funding to replace cabinets in the 79 multifamily units located in Fisher, Fertile, Fosston, Badger and Middle River. The contractor completed the project December 30, 2009. We've had a lot of complements from residents on the professionalism of the contractor and appreciation of the new cabinets. But in order to comply with HUD rules they are requiring that we revise the HRA procurement policy that was passed at our November 2009 board meeting. Even though I believe the required items were included in the November policy HUD indicated we needed to make the changes as determined in their review. So based on their recommendation we will implement the procurement policy as attached. It is lengthy but will comply with HUD requirements for the Public Housing program.

In early December the HRA was informed that we were awarded \$487,500 in funding to complete rehab on 75 homeowner occupied units in an 8 county area. The counties included are Kittson, Roseau, Pennington, Marshall, Polk, Red Lake, Norman and Lake of the Woods. The HRA worked with Unity Bank North of Red Lake Falls as the member bank to obtain this funding. The funds will have to be spent by November 2011. These funds will create leverage funding for other housing grants submitted this year along with new grants that will be applied for in the future. The HRA levy funds were helpful in attracting the FHLB funds along with other rehab grants we are currently working with.

On January 7, 2010 I submitted an application for MCPP (First Time Homebuyers) funds for our 7 northwestern counties to the Minnesota Housing Finance Agency. MHFA plans to sell 40+ million dollars in bonds to cover the program. We anticipate the HRA will receive about 1.4 million dollars. The cost to the HRA is \$20 per \$1000 of funding. This is another program beneficial to the region that HRA levy funds help in attracting by absorbing some of the admin costs needed to put the program in place. I've attached a sheet listing the income and home price limits for the state of Minnesota. In 2009 the

program was not funded due to the inability to sell the bond issue at a reasonable cost. The 2008 funding generated enough funding for 19 home loans in our region.

The HRA is progressing on the two active small cities grants being operated in the cities of Crookston and Thief River Falls/Goodridge. In addition we're contracting with the City of Thief River Falls to complete two commercial projects from repayment funds on prior grants. There will be an update presented at the January 20th board meeting by Heather Harbott, the HRA Financial Manager.

John Scheving will give an update of the MHFA HOME rental rehab program including compliance, current projects and timeline for MHFA to take over the HOME compliance the HRA has been doing for the past 10+ years.

With the departure of Doug Oman there is a vacancy on the CHDO board and we will be looking for a volunteer from the HRA board to serve for a 4-year term. The CHDO board has been meeting once per year. We will discuss the appointment at our January HRA board meeting.

Welcome to Mark Finstad, Polk County HRA Board member effective January 4, 2010. Looking forward to having you at our January 2010 meeting.

We hope to see everyone January 20, 2010 at the Summerfield Place senior building in Thief River Falls.

Attachments: Resolution 1-10-1
MCPPI-First Time homebuyers
Federal Home Loan Bank

Procurement Policy
List of eligibility
Front page of Agreement

Communications: None

Directors Report: As mailed

Unfinished Business:

Lee Meier informed the board that five interviews were held for the replacement of an office assistant. Brenda Nelson was selected to fill the position, however, after a short period Brenda resigned to pursue other job opportunities. In moving forward to fill the position, Barbara Johnson was selected and began full time employment for the HRA on January 4, 2010.

New Business:

Heather Harbott updated the board on the status of the 6/30/09 year-end audit. Commissioner Finstad was given a copy of the audit report for his review. The audit was presented and reviewed by Kim Durbin, CPA at the November board meeting. Board action for the approval of the audit was not done at that time. Heather reported that all steps have been completed for the pre-submission of the audit to HUD but we are still waiting for HUD to accept the final submission. Per recent discussion with Kim Durbin, she advised that the board could approve the audit because it is the final audit and will not change. However, the audit does remain to be accepted and approved by HUD. After discussion and questions answered, M/Commissioner Gentry, S/Commissioner Strand, motion to approve the 6/30/09 Year End Audit as presented at the November 2009 board meeting.

John Scheving explained that the HRA has administered several different MHFA programs throughout the past years. Administering various programs allows for funding applications to be applied for on a continuous basis, which in turn, if funded, allows for ongoing housing projects to be done in northwestern Minnesota. John reported that the HOME rental rehab loan program has been administered by the HRA since 1997. At this time, one project in Newfolden, MN remains to be completed under this program. The HRA will not work on any projects in our service area for 2010. Our 2010 allocation will be used by West Central MN Housing Partnership. Lee Meier explained why the HRA chose this direction and answered questions. John stated that he is currently working to comply with monitoring requirements on projects administered by the HRA through the end of 12/31/09. He anticipates having this completed by March 2010. As of 1/1/10 MHFA has taken over monitoring of projects with the exception of Fosston Homes and Otterkill Apartments in Bagley, which the HRA will continue to monitor to meet compliance. Discussion was held and questions were answered.

Lee Meier stated that an updated Public Housing procurement policy was presented and approved at the November 2009 meeting. Since that time, HUD has informed the HRA that additional information must be included in the policy in order for the HRA to be in compliance with all items that HUD must check off on. The procurement policy approved at the November meeting was a shortened version and does not comply with HUD's format. Lee explained that the policy must be amended to meet the requirements because of stimulus funding received and used by the HRA. All changes to the policy were reviewed. After discussion, M/Commissioner Gentry, S/Commissioner Strand motion passed by unanimous vote approving the Procurement Policy as presented. Resolution 1-10-1.

John Scheving informed the board that as property owners for Public Housing the HRA must adopt a maintenance budget. The HRA is required to put a 5-year plan together projecting maintenance and fix up improvements for the public housing units based on estimated funds that are projected to be received from HUD. The HRA has contracted the services of John Wynne in writing the plan. The 5-year plan should be completed within the next several days and will be available for review at the HRA office. A public hearing for discussion of the PHA Agency 5-year and 1-year plans will be held during the March 2010 board meeting. Discussion took place on the areas of capital improvements and maintenance issues that are planning to be done. The board members requested a summary of the 5-year plan at the March meeting.

Heather Harbott distributed a summary report with information on the small cities development grants being operated in Crookston and Thief River Falls/Goodridge. Ken Buchanan oversees the administration of the grants. Both grants are moving along as anticipated. The Crookston grant currently has four active projects in progress and has a goal of completing thirteen. The Thief River Falls grant currently has three active projects underway and anticipates the completion of nineteen. Rental rehab is expected to begin soon for the eight units located at the Goodridge Retirement Homes. Ken is working with USDA in completing the final financing arrangements for this project. In addition to the grants the HRA is working with the City of Thief River Falls on two commercial projects. Discussion was held and questions were answered.

Lee Meier informed the board that four HRA board members serve on the CHDO board and that a replacement for Doug Oman's position is needed. Lee asked if any of the remaining HRA board members, who are not already serving on the CHDO board, would be interested in serving. The appointment will be made by Northwest Regional Development Commissioner. The CHDO program and its activities were talked about. After discussion Commissioner Genereux expressed interest and accepted the invitation to be recommended by the HRA board for the appointment. There being no further discussion, M/Strand, S/Gentry, motion approving the recommendation of Commissioner Genereux to serve on the CHDO board to the Northwest Regional Development Commissioner.

Other: Board member attendance of meetings was discussed in reference to Commissioner Hardwick. The attendance policy of the HRA bylaws was addressed. Discussion took place on the importance of board meeting attendance so that all counties in the service area of NW MN Multi-County HRA are represented equally. Due to the number of meetings not attended by Commissioner Hardwick the commissioners were in agreement that it would be in the best interest of the HRA and the programs it operates to remove Commissioner Hardwick from the HRA board and seek a replacement. After discussion, M/Strand, S/Commissioner Finstad, motion passed by unanimous vote directing Lee Meier, the executive director, and Chairman Johnson to inform Commissioner Hardwick that his position on the HRA board is terminated effective January 20, 2010 due to lack of board meeting attendance.

Lee Meier talked about the down payment assistance program and briefly reviewed the information sheet for the state of Minnesota that was mailed out with the board packet.

Lee Meier informed the board that the HRA was recently awarded Federal Home Loan Bank funds in the amount of \$487,500. The funds will be used to complete homeowner rehab in our eight county area. The HRA worked with Unity Bank North of Red Lake Falls to obtain this funding.

Commissioner Genereux was happy to report that Digi Key, a local business in Thief River Falls is doing well and is in need of additional employees. This is good news for the economy and employment opportunities for the area.

It was discussed and agreed upon that the next meeting of the Commissioners of the Northwest Minnesota Multi-County Housing and Redevelopment Authority would be held March 17, 2010 in Thief River Falls, Minnesota.

There being no further business to discuss Commissioner Johnson adjourned the meeting.



Elden Johnson, Chairman

ATTEST:



Lee Meier, Executive Director



Kermit Genereux, Secretary